

OPENING

SBA First Wednesday Seminar starts at 9:30 central time

small business opportunities

- ◆ Call-in is 1-866-740-1260, access code 3076601
- ◆ Log-in at www.readytalk.com, same code
- ◆ Support: 800-843-9166. Have access code

federal government contracting



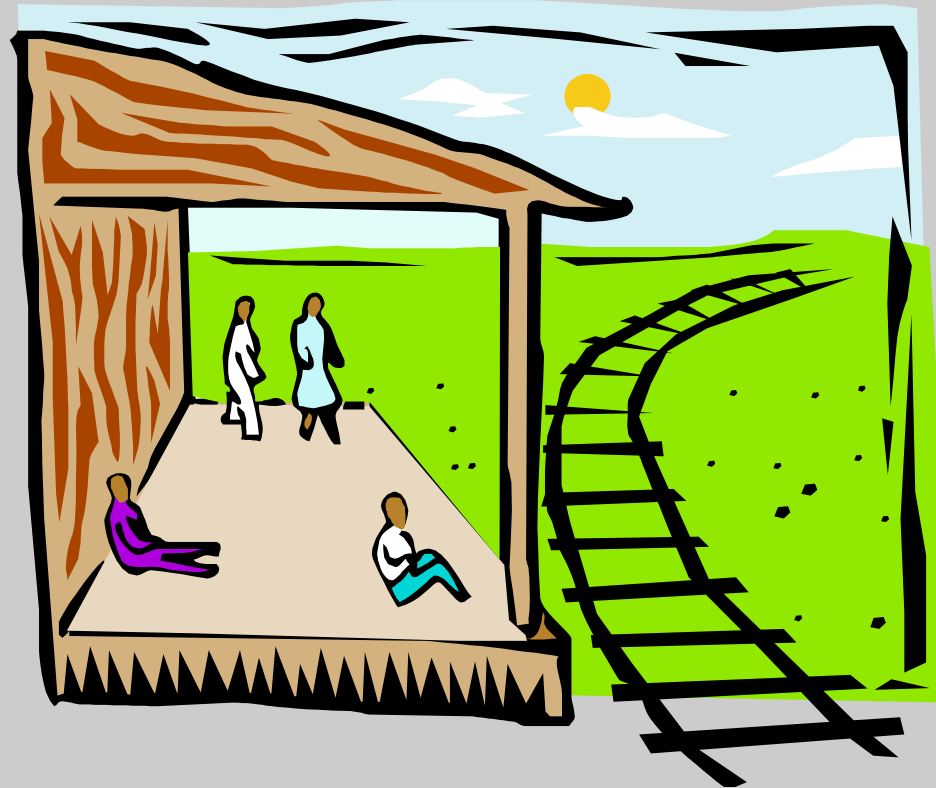
U.S. Small Business Administration



DOORS

**“SBA on
Small Business Subcontracting:
Providing Maximum Practicable
Opportunity”**

Is small business being left behind in subcontracting?



*“Tell me and I forget. Teach me
and I remember. Involve me
and I learn.”*



Test drive of Ready Talk:

- ◆ Questions: Ask at any time. “Raise your hand” or send a chat.
- ◆ Do not minimize the screen. You will be shut out of system.
- ◆ Put your phone on mute. Unless your office is quiet.
- ◆ We email copies of the PowerPoint upon request.
- ◆ If listening in groups, email participant names and email addresses in Excel for 1102 credit – within a week of training.

“An investment in knowledge pays the best interest.”

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SBA District Offices (www.sba.gov)

- Iowa Kansas City
 - Minnesota Nebraska
 - North Dakota Wichita
 - St. Louis South Dakota
-
- Procurement Technical Assistance Centers
<http://www.dla.mil/db/procurem.htm>

Why Small Business?

- Employ 51% of all private sector employees and generate 60% to 80% of net new jobs annually
- Create more than 50% of gross domestic product
- Major source of innovation
- All large were once small
- Taxpayers

Why small business? FAR 19.201 General policy

- (a) It is the policy.... to provide maximum practicable opportunities in its acquisitions to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.

Such concerns must also have the maximum practicable opportunity to participate as **subcontractors....**

A process of elimination.

Indian Incentive Program

<http://www.acq.osd.mil/osbp/programs/iip/index.htm>

- 52.226-1 -- Utilization of Indian Organizations and Indian-Owned Economic Enterprises.
- 5% incentive for use of Indian or tribally-owned businesses

Topics

1. When is a plan required
2. Types of plans
3. Evaluating a plan: Elements
4. Looking at goals in the plan
5. “Good faith efforts” in subcontracting
6. Small business participation in source selection
7. Prime contractor activities
8. SBA’s role in subcontracting
9. Action steps

1. When is a plan required?

When is FAR Clause 52.219-8, Utilization of Small Business Concerns, required? (FAR 19.708)

- ❑ Contracts > Simplified Acquisition Threshold **AND** subcontracting opportunities exist
- ❑ Required for all business concerns, including small businesses
- ❑ **Not** required for personal services contracts or when performance is entirely outside the US and outlying areas

When is FAR Clause 52.219-9, Small Business Subcontracting Plan, required? (FAR 19.705.2)

- ❑ Contracts > \$550K (\$1M construction) **AND** subcontracting opportunities exist
- ❑ Modifications > \$550K with new work **AND** subcontracting opportunities exist
- ❑ From large businesses, state/local govt., educational institutions, foreign owned firms. Basically, **all except small business concerns**

SB Subcontracting Plan **Not** required for:

- ☐ Small business (SB) set asides or 8(a) program
- ☐ Personal services contracts
- ☐ When performance is entirely outside the U.S. and outlying areas
- ☐ Modifications within scope that do not contain 52.219-8

“Other than small” is more than large business

- Large Businesses
- Educational Institutions
- Non-Profit Organizations
- State and local governments
- Public Utilities
- Foreign-owned firms (if any portion of their contract is to be performed in the United States)

Subcontracting: “Other than small” and “small”

- “Other than small” may have subcontracting plan responsibilities.
- “Small business” are responsive through limitations on subcontracting compliance. (52.219-14). (Set-asides only)

2. Types of plans

FAR 19.701 Definitions

- “Individual contract plan” means a subcontracting plan that covers the entire contract period (including option periods), applies to a specific contract, and has goals that are based on the offeror’s planned subcontracting in support of the specific contract, except that indirect costs incurred for common or joint purposes may be allocated on a prorated basis to the contract.
- “Master plan” means a subcontracting plan that contains all the required elements of an individual contract plan, except goals, and may be incorporated into individual contract plans, provided the master plan has been approved.
- “Subcontract” means any agreement (other than one involving an employer-employee relationship) entered into by a Government prime contractor or subcontractor calling for supplies and/or services required for performance of the contract, contract modification, or subcontract.

Types of plans - Individual:

- ❑ Plan for a specific contract – (1 contract = 1 plan)
- ❑ Covers entire contract period, including options
- ❑ Contains required elements (FAR 19.704)
- ❑ Must submit Individual Summary Report (ISR) or SF 294 semiannually
- ❑ Must submit Summary Subcontract Report (SSR) or SF 295 semiannually for DoD

See 52.219-9 Small Business Subcontracting Plan. (b) Definitions

Master Plan:

- ❑ Boiler plate plan
- ❑ Corporate, plant, or division basis
- ❑ Effective for 3 years after approved
- ❑ Contains required elements (FAR 19.704), **except** goals
- ❑ Goals negotiated for each contract that incorporates the master plan
- ❑ Submit ISR (SF 294) and SSR (SF 295)

Commercial:

- ☐ Preferred for commercial items
- ☐ Annual plan
- ☐ **Contractor's fiscal year**
- ☐ Corporate, plant, or division basis
- ☐ Contains required elements (FAR 19.704)
- ☐ Must submit SSR (SF 295) annually

Comprehensive Subcontracting Plan:

- ❑ DoD **Test** Program, DFARS 219.702 and associated PGI, **expires 30 Sep 2010**
- ❑ Annual plan
- ❑ **Government fiscal year**
- ❑ Corporate, plant, or division basis
- ❑ DCMA administers program
- ❑ Contains required elements (FAR 19.704)
- ❑ Submit SSR (SF 295) semiannually

3. Evaluating a plan: Elements

FAR19.704 (52.219-9) -- Subcontracting Plan Requirements

Every Subcontracting Plan MUST Contain The Following 11 Elements

- (a) Each subcontracting plan required under [19.702](#)(a)(1) and (2) must include --
 - (1) Separate percentage goals for using small business, ... concerns as subcontractors;
 - (2) A statement of the total dollars planned to be subcontracted and a statement of the total dollars planned to be subcontracted to small business... concerns;
 - (3) A description of the principal types of supplies and services to be subcontracted and an identification of the types planned for subcontracting to small business, ... concerns;

FAR19.704 (52.219-9) -- Subcontracting Plan Requirements Every Subcontracting Plan MUST Contain The Following 11 Elements

- (4) A description of the method used to develop the subcontracting goals;
- 5) A description of the method used to identify **potential sources** for solicitation purposes;
- (6) A statement as to whether or not the offeror included **indirect costs** in establishing subcontracting goals, and a description of the method used to determine the proportionate share of indirect costs to be incurred with small business ... concerns;

- (7) **The name of an individual employed** by the offeror who will administer the offeror's subcontracting program, and a description of the duties of the individual;
- (8) **A description of the efforts** the offeror will make to ensure that small business, ... have an equitable opportunity to compete for subcontracts;

- (9) Assurances that the offeror will include the clause at [52.219-8](#), Utilization of Small Business Concerns (see [19.708\(a\)](#)), in all subcontracts that offer further subcontracting opportunities, and that the offeror will require all subcontractors (except small business concerns) that receive subcontracts in excess of \$550,000 (\$1,000,000 for construction) to adopt a plan that complies with the requirements of the clause at [52.219-9](#), Small Business Subcontracting Plan (see [19.708\(b\)](#));

“Flow-Down Provision”

(10) Assurances that the offeror will—

(i) **Cooperate in any studies or surveys** as may be required;

(ii) **Submit periodic reports** so that the Government can determine the extent of compliance by the offeror with the subcontracting plan;

(iii) **Submit Standard Form (SF) 294, Subcontracting Report for Individual Contracts, and SF 295, summary Subcontract Report**, following the instructions on the forms or as provided in agency regulation; and

(iv) Ensure that its subcontractors agree to submit SF 294 and SF 295; and

- (11) **A description of the types of records** that will be maintained concerning procedures adopted to comply with the requirements and goals in the plan, including establishing source lists; and a description of the offeror's efforts to locate small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns and to award subcontracts to them.

TIPS & POINTERS

- Indirect costs should be used
- Ensure numbers are correct and that percentages are calculated correctly.
- Double counting is expected.
- Zero is not an acceptable goal

TIPS & POINTERS, cont.

- Ensure **goals and dollars** are stated **per year** and for the **total life** of the contract
- Your past performance experience helps in assessing **“reasonableness”** of plan and goals
- Balance market research information with the contractor’s make-or-buy policies
- Use a checklist

FAR 19.702 Statutory Requirements

“If the apparently successful offeror fails to negotiate” or “If the selected bidder fails to submit a plan within the time limit prescribed by the contracting officer” “the offeror/bidder will be ineligible for award.”

4. Looking at goals in the plan

Statutory subcontracting goals – based upon “total dollars subcontracted”

http://www.sba.gov/aboutsba/sbaprograms/goals/SBGR_2006_SCGR.html

Small business (SB)	
Small disadvantaged (SDB)	5%
Woman-owned (WOSB)	5%
HUB Zone (HZSB)	3%
Veteran-owned SB	3%
Service disabled veteran-owned SB	3%

Goals are negotiated with SBA

Statutory subcontracting goals – based upon “total dollars subcontracted” or TCV

http://www.sba.gov/aboutsba/sbaprograms/goals/SBGR_2006_SCGR.html

“Total dollars subcontracted” should not be confused with “total dollars subcontracted based on percent of total contract value (TCV)”.

Dollars to be subcontracted example

Total contract price:	\$5,000,000
Work in-house:	\$3,000,000
Total subcontracted dollars:	\$2,000,000

Dollars to be subcontracted example

:

Total to be subcontracted:	\$2,000,000	100%
Total subcontracted to small business	\$1,000,000	50%

Dollars to be subcontracted example – TCV – for uniform comparison of plans

Total subcontracted to small business 100%	\$1,000,000	
SDB	\$300,000	30%
WOSB	\$140,000	14%
HZSB	\$100,000	10%
VOSB	\$100,000	10%
SDVOSB	\$100,000	10%

TCV 100%	\$5,000,000	
SDB	\$300,000	6%
WOSB	\$140,000	3%
HZSB	\$100,000	2%
VOSB	\$100,000	2%
SDVOSB	\$100,000	2%

5. *“Good faith efforts” in subcontracting*

FAR 19.701 Definitions

“Electronic Subcontracting Reporting System (eSRS)” means the Government wide, electronic, web-based system for small business subcontracting program reporting.

Reporting Requirements

SF-294 – Individual subcontracting report

- semi-annual and upon contract completion
- cumulative from inception of the contract
- not required for Commercial Products Plans

SF-295 - Summary subcontract report

- annual for civilian agencies; semi-annual for DOD
- dollars are reported for only the current year

www.esrs.gov - Federal Service Desk

Reporting Requirements

SF-294 and SF-295 (ISRs and SSRs) are always due 30 days after the reporting period

FAR 19.701 Definitions

“Failure to make a good faith effort to comply with the subcontracting plan” means willful or intentional failure to perform in accordance with the requirements of the subcontracting plan, or willful or intentional action to frustrate the plan.”

19.702 Statutory requirements.

(c) As stated in 15 U.S.C. 637(d)(8), any contractor or subcontractor failing to comply in good faith with the requirements of the subcontracting plan is in [material breach of its contract](#). Further, 15 U.S.C. 637(d)(4)(F) directs that a contractor's failure to make a good faith effort to comply with the requirements of the subcontracting plan shall result in the imposition of liquidated damages.

Good
Faith



Breach of
contract



Liquidated
damages

FAR 19.706 Cognizant Administrative Contracting Officer shall - -

- (e) Immediate notice if, during performance, the contractor is failing to meet its commitments under the clause prescribed in [19.708](#)(b) or the subcontracting plan; and

FAR 19.706 Cognizant Administrative Contracting Officer shall - -

- (f) Immediate notice and rationale if, during performance, the contractor is failing to comply in good faith with the subcontracting plan; and
- (g) Immediate notice that performance under a contract is complete, that the goals were or were not met, and, if not met, whether there is any indication of a lack of a good faith effort to comply with the subcontracting plan.

- 19.705-7 Liquidated damages.
- (a).... When a contractor fails to make a good faith effort to comply with a subcontracting plan, these objectives are not achieved, and 15 U.S.C. 637(d)(4)(F) directs that liquidated damages shall be paid by the contractor.
- (b) The amount of damages attributable to the contractor's failure to comply shall be an amount equal to the actual dollar amount by which the contractor failed to achieve each subcontracting goal.
- (c) If, at completion of the basic contract or any option, or in the case of a commercial plan, at the close of the fiscal year for which the plan is applicable, a contractor has failed to meet its subcontracting goals, the contracting officer shall review all available information for an indication that the contractor has not made a good faith effort to comply with the plan....

19.705-7 Liquidated damages, cont.

(d) In determining whether a contractor failed to make a good faith effort.... The fact that the contractor failed to meet its subcontracting goals does not, in and of itself, constitute a failure to make a good faith effort..... the following may be considered as indicators of a failure to make a good faith effort: Failure:

- To attempt to identify.... small businesses;
- To designate and maintain a company official to administer the subcontracting program and monitor and enforce compliance with the plan;
- To submit the ISR, or the SSR, using the eSRS, or as provided in agency regulations;
- To maintain records or otherwise demonstrate procedures adopted to comply with the plan; or the adoption of company policies or procedures that have as their objectives the frustration of the objectives of the plan.

Another idea: Determination of “good faith”

Sec. 125.3(d). Determination of “good-faith” efforts.

Evidence that a large business prime contractor has made a good-faith effort to comply with its subcontractingincludes supporting documentation that:

(1) The contractor performed one or more of the actions described in paragraph (b) of this section, as appropriate for the procurement;

Determination of good faith: Contract administration, cont.

Sec. 125.3(d). Determination of good-faith efforts.

(2) Although the contractor may have failed to achieve its goal in one socio-economic category, it over-achieved its goal by an equal or greater amount in one or more of the other categories; or

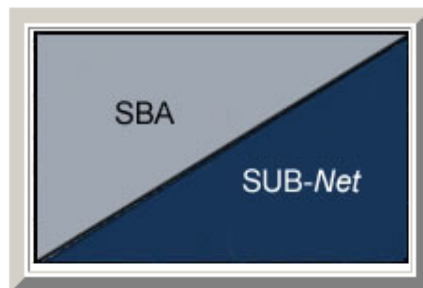
(3) The contractor fulfilled all of the requirements of its subcontracting plan.

Example of “good faith” goal achievement in 13 CFR 125.3(d)

Subcontracting plan % goals (TCV)		
	Goal	Actual
SB	25%	25%
SDB	10%	10%
WOSB	4%	8%
HZ	4%	4%
VOSB	3%	1%
SDVOSB	3%	1%

15.204 Contract format – uniform contract format

Part I	<u>The Schedule</u>
H	Special Contract Requirements
Part II	Contract Clauses
Part III	List of Documents, Exhibits, & Other Attachments
Part IV	<u>Representations & Instructions</u>
L	Instructions, Conditions, & Notices to Offerors or Quoters
M	Evaluation Factors for Award



[Text Only](#)

U.S. Small Business Administration Subcontracting Network

[American Recovery and Reinvestment Act \(ARRA\) Subcontract Solicitations](#)

[ARRA Prime Contracts Solicitations](#)

[Iraq Reconstruction RFP's](#)

The use of SUB-Net fulfills the function set forth in [Federal Acquisition Regulation \(FAR\) 5.206](#), Notice of Subcontracting Opportunities, for contractors and subcontractors to post notices and thereby increase competition for subcontracting.

Also see SBA's [Subcontracting Opportunities Directory](#) ✓
DSBS-Dynamic Small Business Search Engine in [CCR](#) - Central Contractor Registration

[DISCLAIMER](#)

SBA SUB-Net: <http://web.sba.gov/subnet/search/index.cfm>

6. Small business participation in source selection



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SEARCH

OFFICE OF MANAGEMENT AND BUDGET OFFICE OF FEDERAL PROCUREMENT POLICY

Policy Letter 99-X on Promoting Subcontracting Opportunities and Administering Subcontracting Plans

AGENCY: Executive Office of the President, Office of Management and Budget (OMB), Office of Federal Procurement Policy (OFPP).

ACTION: OFPP is requesting comments on a policy letter supplementing the Federal Acquisition

http://www.whitehouse.gov/omb/fedreg_pp99-x/

may impact these small business concerns' ability to compete as prime contractors. We are issuing this policy letter to enhance subcontracting opportunities for such concerns.

COMMENT DATE: Comments must be received on or before June 1, 1999.

ADDRESS: Please submit comments to Deidre A. Lee, Administrator, Office of Federal Procurement Policy, Old Executive Office Building, Room 352, Washington, DC 20503.

FOR FURTHER INFORMATION CONTACT: Linda Williams at 202-395-3302.

Deidre A. Lee
Administrator

Dated: March 29, 1999

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

OMB, cont.

7. **Best Practices.** For purposes of this Policy Letter, best practices are practical techniques gained from experience that agencies may use to improve subcontracting plans....
 - a. *Subcontract Plan Evaluation.*
 - (1) DOD, Coast Guard, and NASA regulations require that the subcontracting plan be a factor in evaluating bids or competitive proposals (10 U.S.C. 2323(h)(2)) under solicitations that require a plan. Other agencies may use this approach as appropriate.

For example, the offeror's subcontracting plan may be a separate factor/subfactor in complex, large dollar negotiated acquisitions, or consolidated procurements, where substantial subcontracting opportunities exist.

http://www.whitehouse.gov/omb/fedreg_pp99-x/

OMB, cont.

As a separate evaluation factor/subfactor (apart from the offeror's technical, management, and cost proposal), the subcontracting plan should account for a meaningful percentage or weight of the total evaluation.

In cases where small businesses are bidding against large contractors and small businesses are not required to have a plan, contracting officers shall give small businesses a rating equal to the maximum points available for those evaluation factors/subfactors.

http://www.whitehouse.gov/omb/fedreg_pp99-x/

Small business participation in source selection in the DFARS and PGI as of October 2008

Two small business evaluation factors:

- 1.DFARS (and Procedures, Guidance and Information (PGI)) 215.304 for small business participation for both large and small business
- 2.DFARS 215.305 – Past performance in small business subcontracting.

Factor 1: DFARS 215.304 Evaluation factors and significant subfactors.

- (c)(i) In acquisitions that require use of the clause at FAR 52.219-9, Small Business Subcontracting Plan, other than those based on the lowest price technically acceptable source selection process (see FAR 15.101-2), the extent of participation of small businesses and historically black colleges or universities and minority institutions in performance of the contract shall be addressed in source selection...(Small business participation plan.)
- (A) See PGI (Procedures, Guidance, and Information) 215.304(c)(i)(A) (Pop-up Window or PGI Viewer Mode) for examples of evaluation factors.

http://www.acq.osd.mil/dpap/dars/dfars/html/current/215_3.htm

PGI 215.304

- Per PGI 215.304 (c)(i)(A), small business participation will be evaluated according to:
- (1) The extent to which small businesses are specifically identified in proposals;
- (2) The extent of commitment to use such small businesses (for example, enforceable commitments are to be weighted more heavily than non-enforceable ones);
- (3) The complexity and variety of the work small businesses are to perform;
- (4) The realism of the proposal;

http://www.acq.osd.mil/dpap/dars/dfars/html/current/215_3.htm#215.303

PGI 215.304, cont.

- (5) Past performance of the offerors in complying with requirements of the clauses at FAR 52.219-8, Utilization of Small Business Concerns, and 52.219-9, Small Business Subcontracting Plan; and
- (6) The extent of participation of such small businesses in terms of the value of the total acquisition. It is expected that X% of total acquisition dollars be subcontracted to small business

http://www.acq.osd.mil/dpap/dars/dfars/html/current/215_3.htm#215.303

Factor 2: DFARS 215.305 – Past performance in small business subcontracting.

215.305 Proposal evaluation.

- (a)(2) Past performance evaluation. When a past performance evaluation is required by FAR 15.304, and the solicitation includes the clause at FAR 52.219-8, Utilization of Small Business Concerns, the evaluation factors shall include the past performance of offerors in complying with requirements of that clause.
- When a past performance evaluation is required by FAR 15.304, and the solicitation includes the clause at FAR 52.219-9, Small Business Subcontracting Plan, the evaluation factors shall include the past performance of offerors in complying with requirements of that clause.

7. Prime contractor activities

Prime contractor responsibilities for small business participation

- Management Support
- Activist Small Business Liaison Officer

Small Business Liaison Officer

- Plan is to describe duties, FAR 19.704 (a) (7) and FAR Clause 52.219.9
- The name employed by the offeror who will administer the program and description of their duties is to meet Subcontracting Plan Requirements”
- Small business advocate
- Face for small business entrée

Small Business Liaison Officer

- Good subcontracting plan
- Meeting Goals & Objectives
- Accurate & On-Time Reporting
- Training
- Outreach Program
- Connected to SB organizations
- Active Procurement Participation
- Use & maintenance of databases
- Management support

Small Business Liaison Officer

- SBLO may fall into the “other duties assigned” category



8. *SBA's role in subcontracting*

SBA's role in subcontracting

Pre-Award Subcontracting Plan Reviews

- SBA's Procurement Center Representatives (PCRs) review subcontracting plans prior to contract award

Post-Award Compliance Reviews

- SBA's Commercial Market Representatives (CMRs) monitor goal achievement after contract award

<http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/index.html>

FAR 19.402 -- Small Business Administration Procurement Center Representatives (PCRs)

- (a) (1) The SBA may assign one or more procurement center representatives to any contracting activity or contract administration office to carry out SBA policies and programs....
- (2) If a SBA procurement center representative is not assigned.... See <http://www.sba.gov/GC/pcr.html> for the location of the SBA office servicing the activity.

FAR 19.705-3 -- Preparing the Solicitation

The contracting officer shall provide the Small Business Administration's (SBA's) procurement center representative.... a reasonable period of time to review any solicitation requiring submission of a subcontracting plan and to submit advisory findings before the solicitation is issued.

SBA PCR role in subcontracting

FAR 19.705-5(3)

Allow PCR time for review of plan

FAR 19.705-6(c)

Providing copies of subcontracting plans to SBA

FAR 19.707(4)

Allowing for review of plans and solicitations

13 CFR 125.2(b)(6)(iii)(C)

Allows for PCR review of agency subcontracting programs.
(Surveillance reviews.)

SBA's Regulations on Subcontracting 13 CFR 125.3 – not in the FAR

- Describes role of the commercial market representative
- Provides specific examples of what the government means by “good-faith efforts.”

Commercial Market Representatives (CMRs)

13 CFR 125.3

(e) CMR Responsibilities. Commercial Market Representatives (CMRs) are SBA's subcontracting specialists. CMRs are responsible for:

- (1) Facilitating the matching of large prime contractors with small business concerns;
- (2) Counseling large prime contractors on their responsibilities to maximize subcontracting opportunities for small business concerns;

Commercial Market Representatives (CMRs)

- (3) Instructing large prime contractors on identifying small business concerns by means of the CCR, SUB-Net, Business Matchmaking events, and other resources and tools;
- (4) Counseling small business concerns on how to market themselves to large prime contractors;
- (5) Maintaining a portfolio of large prime contractors and
- (6) Conducting periodic reviews

Elements of a Compliance Review

- Validation of the ISR and SSR
- Five-Year Trend Analysis
- Overall Evaluation of SB Program
- Sampling of Contracts Containing Plans
- Sampling of PO's to Large Business
- Follow-up on Prior SBA Recommendations
- Follow-up on SBA Referrals

SBA's Ratings

- Outstanding
- Highly Successful
- Acceptable
- Marginal
- Unacceptable

MOU between SBA and DCMA

- In May 2003, the SBA and the Defense Contract Management Agency (DCMA) signed a Memorandum of Understanding (MOU).
- The agreement outlines the procedures for joint compliance reviews of contractors that have contracts with both DOD and civilian agencies.
- An attachment to the MOU provides the criteria for rating the contractors.

SBA Awards – Nominations submitted through CMRs

For Small Businesses

- Prime Contractor-of-the-Year
- Subcontractor-of-the-Year

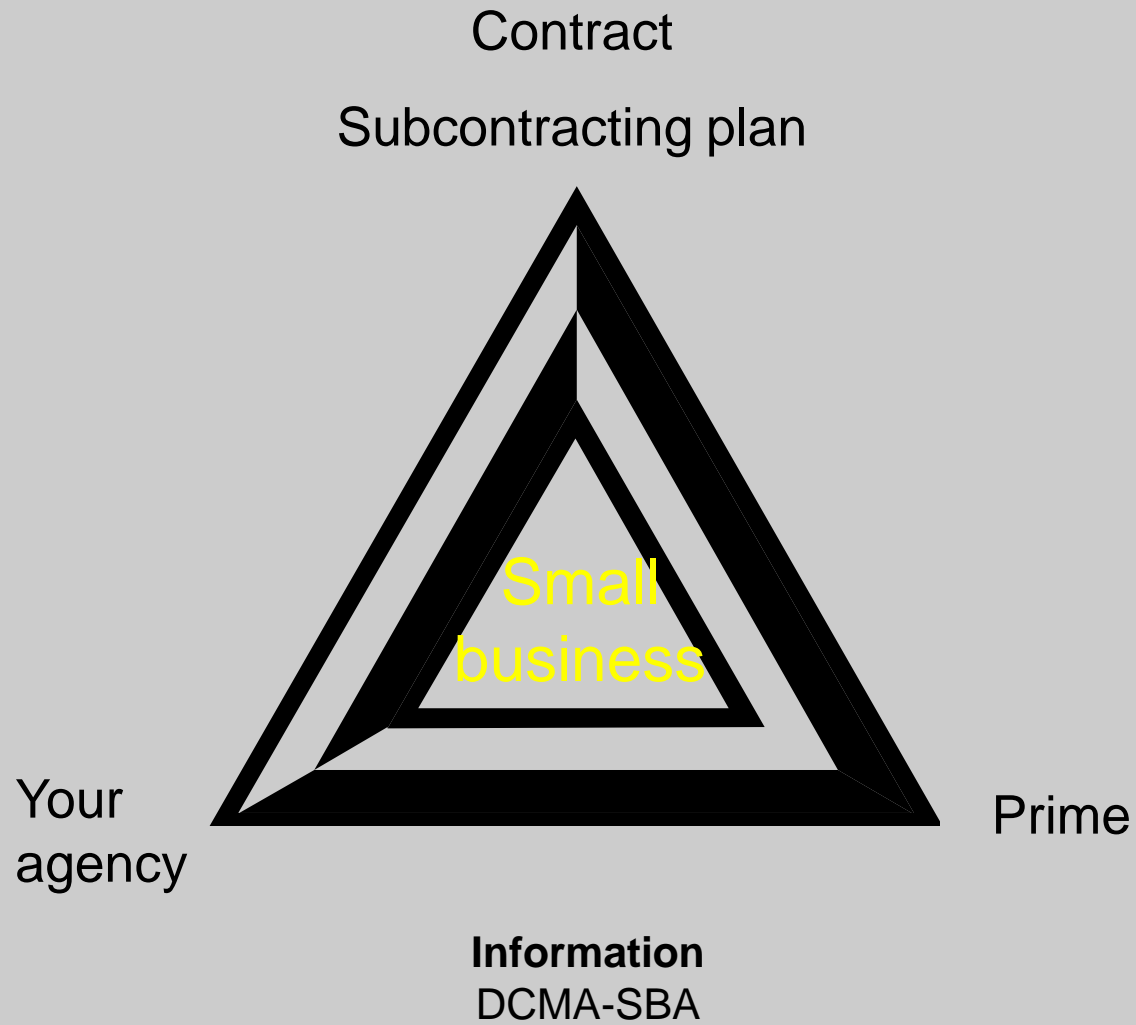
For Large Businesses

- Award of Distinction
- Dwight D. Eisenhower Award
- Frances Perkins Vanguard Award

Key regulations:

- ❑ FAR 19.7, Small Business Subcontracting Program
- ❑ FAR Clause 52.219-8, Utilization of Small Business Concerns
- ❑ FAR Clause 52.219-9, Subcontracting Plan
- ❑ 13 CFR 125.3

9. *Action steps*



Action steps - transparency

1. Document correspondence about lack of compliance, cc SBA
2. Identify consequences for non-compliance with a subcontracting plan
3. Use a subcontracting plan evaluation checklist. (AFARS Appendix DD).
4. Have a directory of prime contractors as a handout

Action steps in the solicitation to facilitate subcontracting plan compliance

1. Include small business in source selection through evaluation factors on subcontracting plan and past performance in subcontracting.
2. Evaluate small business subcontracting based upon total contract dollars
3. Provide a suggested, model plan
4. Incentivize subcontracting, 52.219-10 Incentive Subcontracting Program
5. Communicate what “good faith in subcontracting” means
6. Encourage use of SBA’s SUB-Net,
<http://web.sba.gov/subnet/>

SBA quick reference

SBA quick reference: Whom to contact for what

1. SBA government contracting area offices
2. SBA district offices
3. SBA headquarters
4. SBA procurement center representatives

SBA Mission

Maintain and strengthen the nation's economy by aiding, counseling, assisting and protecting the interests of small businesses and by helping families and businesses recover from national disasters.

1. Financing and bonding

<http://www.sba.gov/financing/index.html>

2. Counseling and technical assistance

<http://www.sba.gov/aboutsba/sbaprograms/ed/index.html>

3. Fair access to Federal contracts and subcontracts



Quick reference: Referrals to SBA area offices*

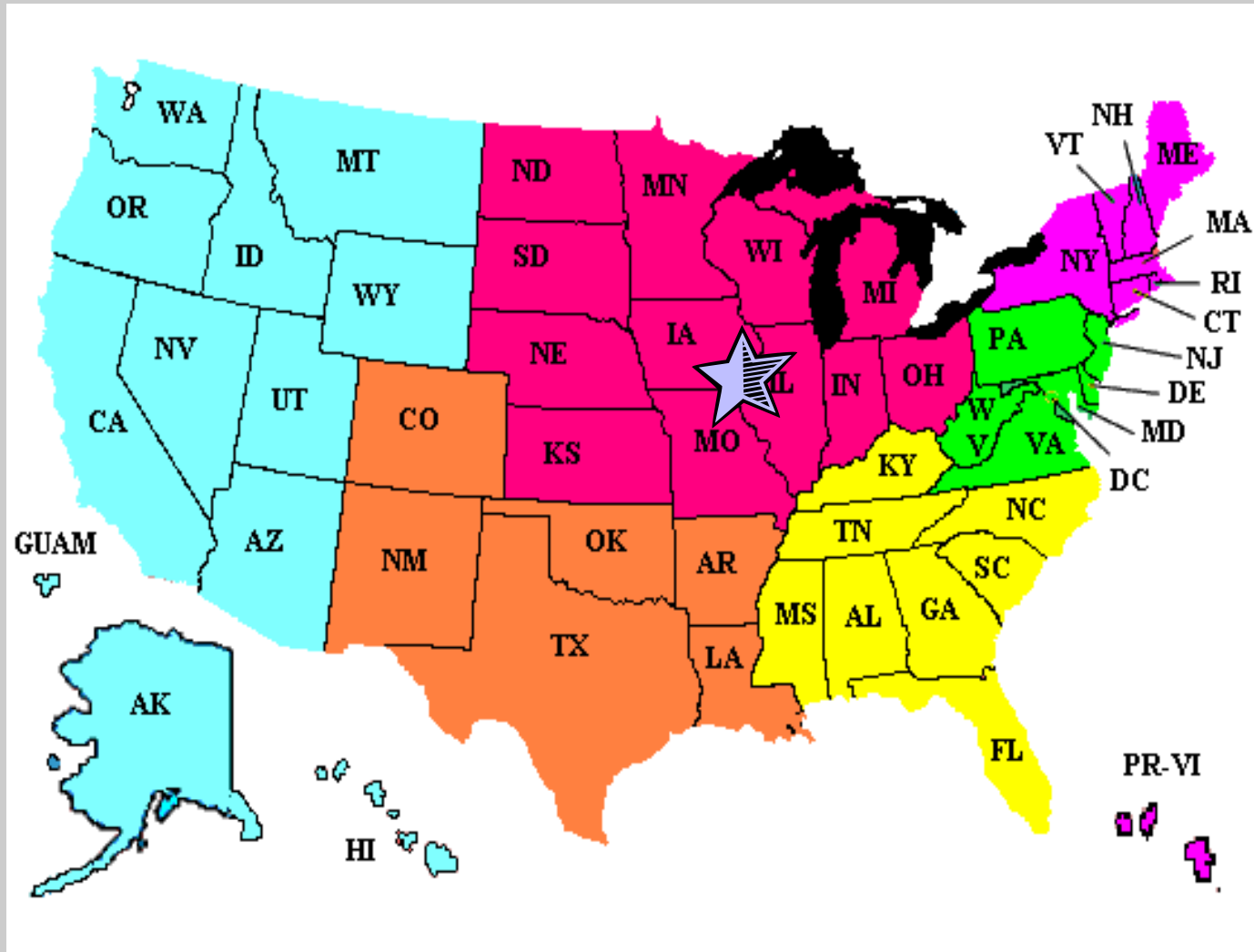
1. Size protests (with recertification)
FAR 19.302
13 CFR 121.1001
13 CFR 121.1010
2. Certificate of competency
FAR 19.6
13 CFR 125.5
3. COC Limitations on subcontracting compliance
FAR 19.601
13 CFR 125.6(f)
4. Closest PCR (procurement center representative)
FAR 19.402
13 CFR 125.2(b)(3)
13 CFR 125.2(b)(3)
5. Locating closest CMR*** (commercial market representative) for subcontracting and ESRS matters
13 CFR 125.3

* To locate SBA area offices and closest SBA PCR see:

<http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/index.html>

*** CMRs: http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/gc_cmr.html

SBA Government Contracting Areas



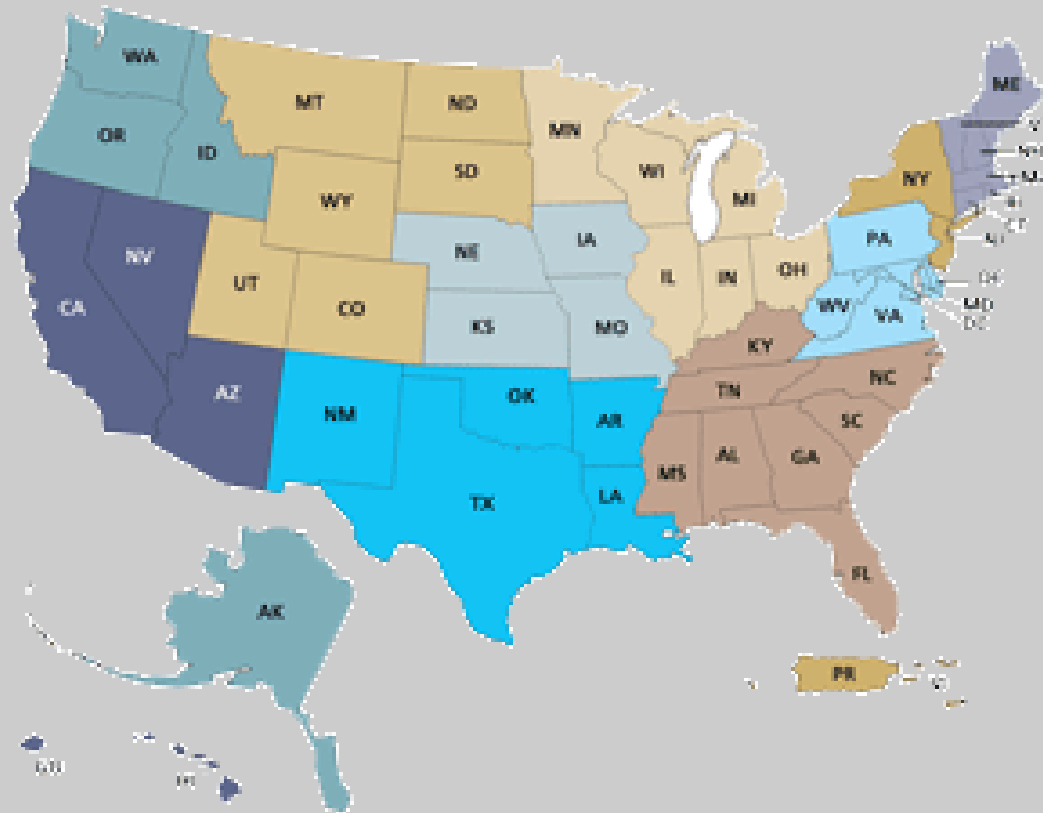
http://www.sba.gov/aboutsba/sbaprograms/gcbd/GC_PCRD1.html

Quick reference: Referrals to SBA district offices**

1. 8(a) project offering to servicing SBA office
FAR 19.804-2
13 CFR 124.502
2. 8(a) project appeals
FAR 19.810
13 CFR 124.505

** To locate SBA servicing office, check Dynamic Small Business Search at www.ccc.gov and then local resources at <http://www.sba.gov/localresources/index.html>

SBA District Offices



<http://www.sba.gov/localresources/index.html>

Quick reference: Referrals to SBA headquarters

1. HUBZone status protests FAR 19.306
13 CFR 126.801
2. NAICS code appeal FAR 19.30 3
13 CFR 121.1103
3. Nonmanufacturer rule waivers
FAR 19.102(f)(1)-(7)
13 CFR 121.1204
4. SDVOSB status protest FAR 19.307
13 CFR 125.23

Quick reference: Referrals to SBA PCRs*

1. SBA PCR coordination records
 - FAR 19.501(b)
 - 13 CFR 125.2
2. Small business set-aside appeals
 - FAR 19.505
 - 13 CFR 125.2(b)(7)
3. HUBZone set-aside appeals
 - FAR 19.1305
 - FAR 19.1306
 - 13 CFR 126.61
4. SDVOSB set-aside appeal
 - FAR 19.1405
 - FAR 19.1406
 - 13 CFR 125.22
5. Reporting bundling to SBA (MATOCs)
 - FAR 19.202-1(e)(1)
 - 13 CFR 125.2

* To locate SBA area offices and closest SBA PCR see:

<http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/index.html>

Quick reference: Referrals to SBA PCR^s*

6. SBA subcontracting plan reviews-copies

FAR 19.705-5(3)
13 CFR 125.2(b)(6)(iii)
FAR 19.705-6(c)
13 CFR 125.2(b)(6)(iii)(C)

7. SBA subcontracting program review

FAR 19.707(4)
13 CFR 125.2(b)(6)(iii)(C)

8. Small business TFD
(Termination for default)

FAR 49.402-3 (e)(4))

* To locate SBA area offices and closest SBA PCR see:

<http://www.sba.gov/aboutsba/sbaprograms/gc/contacts/index.html>

**“SBA on
Small Business Subcontracting:
Providing Maximum Practicable
Opportunity”**

Test drive of Ready Talk:

- ◆ We email copies of the PowerPoint upon request.
- ◆ If listening in groups, email participant names and email addresses in Excel for 1102 credit – within a week of training.

“An investment in knowledge pays the best interest.”

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